

## U.S. Department of State Privacy Impact Assessment Summary

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**TITLE: Telecommunications Manager (TCM)**

**April 26, 2007**

- I. Describe the information to be collected (e.g., nature and source). Be sure to include any information in an identifiable form, e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc).**

TCM is a transaction routing application deployed at overseas posts and domestic sites to facilitates name checks between CA client systems and the two name-check databases: Consular Lookout and Support System (CLASS) and Enterprise Consular Lookout and Support System (eCLASS). Examples of the data it transmits and translates are as follows:

Applicant name; date of birth; place of birth; telephone numbers; address; gender; language used; relationships; occupation; employment information; employer information; aliases; biometric data; alien registration number; marital status; nationality; final U.S. address; passport number and other passport issuance information; national ID; arrival date; duration of stay information; U.S. contact person; information about U.S. contact person; applicant photo; and applicant's fingerprints

- II. Why is the information being collected (e.g., to determine eligibility)?**

TCM is a transmitter/translator of different data records. This system transmits/translated information into different data formats to facilitate the interchange of data between consular support and visa applications that have been developed on different platforms, using different information formats, and different data standards. Ultimately, this aggregated data is used in deciding whether a visa is granted.

- III. How will the information be used (e.g., to verify existing data)?**

The information transmitted by TCM is used in the adjudication of visa and passport applications of foreign nationals and U.S. citizens accordingly.

- IV. Will you share the information with others (e.g., another agency for a programmatic purpose)? If yes, list the entities.**

Only Department systems interface with TCM.

**V. Describe what opportunities individuals have been given to decline to provide information or to consent to particular use of the information (e.g., whether individual may withhold permission for a particular use).**

Information is given voluntarily by applicants for the purpose of applying for a passport or visa.

**VI. How will the information be secured (e.g., administrative and technological controls)?**

At a high-level, the following controls are in place to secure information transmitted by TCM:

- Windows and application level identification and authentication mechanisms
- Windows and application level access control lists
- Application level authentication and levels of privilege.
- End-user training
- Security training, including annual refresher courses
- Operating system, database, and application level security scanning
- Audit trails track the last changes made by the last user to access the system

**VII. How will the data be retrieved (e.g., will it be retrieved by a personal identifier such as name, social security number, address, telephone number or some other identifier that is unique to an individual)?**

Data is not retrieved within TCM; however, in the source and destination applications, data can be retrieved by key word searches such as applicant name, visa case numbers, and barcode scanning.